

**ASSOC OWNER INFO FORM ENCLOSED**

Enclosed is the Association Owner Information Form for all owners to complete and return. Even if there are no changes, please complete and return. You may return the completed form via email, fax, regular mail or drop off at our office. Thank you.

APRIL 5, 2019**BLDGS SLATED TO BE FUMIGATED****(7602, 7606, 7610, 7620)**

As part of the ongoing maintenance of the Development, the following buildings are scheduled to be tented this coming June and/or July:

7602, 7606, 7610, 7620

The fumigation will require all residents of each building to leave their homes for 3 days and 2 nights.

The Association will pay for the cost of the tenting of the buildings while each unit will be responsible for all associated costs of temporary relocation. Each unit will need to be properly prepared (bagging of foods & medicines, cosmetics, removal of the plants, etc.) for the tenting to proceed. Otherwise, the unprepared unit(s) will have to pay for the rescheduling or delay costs involved.

Notices with specific information will soon be distributed upon confirmation of the dates. Please notify your tenants, guests, agents, workers, etc of the planned fumigation.

LARGER BICYCLE RACK INSTALLED

At Bldg 7628, a larger bicycle rack has been installed and the smaller one was removed. Another bike rack is planned to be installed by 7606 & 7610 for the residents in Phase III. Please use them to store your bike rather than hanging from the ceiling or siding of your balcony or patio.

FOUNDATION WORK @ 7606 IN PROGRESS

Due to reported movement in the foundation of 7606, the Board has Carter Construction addressing this issue. Overall, the project is going smoothly with a few minor glitches. Thank you to all residents of this building and those living nearby for your patience and cooperation.

FINANCIAL STATEMENTS ATTACHED

The annual audit of the Association's books is now complete. It is essentially the same as the monthly report you receive and the annual budget form. Enclosed is your copy.

DEHUMIDIFIER SUGGESTED

With all the recent rains that we've had, if you live in a unit where there is little sun light, you may want to obtain a dehumidifier to extract moisture from the air. In addition, you may also want leave a fan on during the day while you're gone or perhaps a light on in your dark closet or pantry. And while you're home and if you feel comfortable, you might want to leave the windows or doors open for fresh air to circulate. Additionally, after showering or bathing, please leave the bathroom fan for about 10 -15 minutes longer for moisture extracting in the air. These simple steps may help in minimize mildew or the musty smell in your unit.

STEPS TO MINIMIZE RODENTS

As you know, the Association has bait boxes around the buildings to curb the rodent population. There are also some cats that tend to roam around and “patrol” various buildings. According to SB Pest, here are some other steps that residents can take that would help with keeping rodents from getting in the units:

1. Remove lint and clean out dryer vents so the flapper can close when not in use;
2. Keep exterior laundry closet & utility doors closed tightly. Additionally, if there’s a gap under the doors, install door sweeps. Furthermore, seal any holes (size of a dime or larger) in these closets.
3. Do not leave pet foods outside and remove any bird feeder.

Thank you.

ASSOC WELCOMES NEW MEMBERS

The Assoc would like to welcome its latest members: Mr. & Mrs. G. Jenkins.

NO DOGS ALLOWED OVER 25 LBS

As a reminder, per the CC&R's, only one (1) dog is allowed per unit and no dogs are allowed in the complex that weigh over 25 pounds.

In addition, visitors are not permitted to bring their pets into the complex at any time. This includes visitor dogs, large or small, unless the animal provides recognized assistance under the Fair Housing Act.

If you have a guest with a dog, please request that your guest leave the dog at home.

REPORT BURNT OUT LIGHT BULBS

If you notice any common area light that is burnt out around the complex, please call or send an email to JamesN@Bartlein.com. For efficiency sake, please include all the specific details as to type and location. If able, please include a photo. Preferably, a call would be more efficient. Thank you.

INSURANCE INFO FOR REFINANCE

If you are refinancing your home loan, your lender may need to obtain an insurance dec page. You may call Timothy Cline Insurance

Agency at 800-966-9566 and please follow the prompt.

Speaking about insurance, the Association insurance has a \$10,000 deductible. You should speak with your insurance agent about getting proper and adequate coverage so that there’s no gap between what your insurance covers and the Association’s. A copy of the Assoc insurance policy is available upon request.

All renters are strongly encouraged to get renters insurance.

**ALL EXTERIOR ALTERATIONS
REQUIRE BOARD’S PRE-APPROVAL**

In order to keep things uniform, all exterior alterations (doors, screen doors, windows, patio flooring and lattice work enclosure, etc.) must have the Board’s pre-approval. Otherwise, the Board will ask you to restore the altered item at your own cost or have it done and pass all related costs on to you. When in doubt, make your request known to the Board. To request for consideration, please email your request with specs, photos or plans to the Board, c/o Mgmt, at the address below. Please do so at least 7-10 days before a board meeting. Thanks.

MAINTENANCE CONCERNS?**PLEASE CALL MANAGEMENT**

If you see a maintenance issue around the complex, for faster response, please call 569-1121 #204. You may also send an email to JamesN@Bartlein.com but if you do not hear back within a couple of days, please call. Exterior maintenance may not always be the Association’s responsibility but please contact Property Mgr, James Nguyen, for clarification.

**ASSOCIATION TO REPAIR FAULTY
PRESSURE REGULATOR AND
BILL UNIT OWNER**

In order to prevent damage to the foundation, seepage to lower units, and wasting of water, the Association will be replacing a faulty (leaking or one that makes loud noise) pressure regulator if it is not dealt within a week or less after a notice is distributed to the unit. All related costs will be passed on to the unit owner.

**PLEASE CHECK FOR LATEST INFO
ON ASSOCIATION WEBSITE**

The official website address for our Association is <http://EucalyptusGrove.org>. For your convenience, you can find important information and documents (CC&R's, By-Laws, Amendments, Guidelines, newsletters, agendas, minutes, notices, and other published correspondence) posted there. Many times the minutes have more information than what is in the newsletters. It is essential that all owners & residents are aware of the rules and regulations. In addition, if you have tenants, you are responsible for making sure they receive copies & comply with the rules. Thank you.

INFORMATION REQUIRED

As part of the governing documents, all owners are required to provide your current information to the Association. If you move, change your contact information or if you have tenants or new renters, please provide the names, mailing address, telephone #s, email addresses. You can write a note and send it to the Association c/o the address below, fax it to 805-682-4341 or email the info to JamesN@Bartlein.com. Also, to help you in your dealings with lenders, the Association keeps track of the owners / tenants ratio. Please make sure to include the unit address to which you are referring. Thank you. Please note: According to the CC&R's 3.1.2, if you rent, the rental agreement must be in writing; Assoc rules must be given to your tenants (check Assoc website) and the tenants must abide by the rules; if the tenants fail to comply with the Assoc rules, it shall be a default under the rental agreement.

**PLEASE CALL FOR FASTER RESPONSE
WITH MAINTENANCE ISSUES**

If you have a maintenance issue, please call Management rather than sending an email. You may dial 805-569-1121 #204. Thank you.

**BOARD MEETING SCHEDULED;
AGENDA ENCLOSED;**

The next monthly Board Meeting is scheduled for **Thursday, April 11, 2019, at 6PM**, at 7610 Hollister Ave, Meeting Room. Unless otherwise notified, the board meetings are

usually on the 2nd Thursday of the month. All owners are welcome. If you have a specific request for the Board to review, please put it in writing and send it at least 10 days before the meeting (to the address below). The agenda is sent, posted at the mailbox area and/or posted on the website at least 4 days before. Meeting minutes are also posted on the Assoc website. If you have renters, you are responsible to forward the newsletter to your tenants. Thank you.

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